

Request for Temporary Certificate of Occupancy or Completion

☐ Temporary Certificate of Occupancy ☐ Temporary Certificate of Completion ☐ Extension

Date	Permit Number	
Job Address		Tax Folio #
Unit/Suite #		Occupancy/Use
Total square feet for this TCO/TCC request		Number of Residential Units for this TCO/TCC request
Contractor		Mailing address
Telephone Number		E-Mail Address
Owner		Mailing address
Telephone Number		E-Mail Address
Contact Name		Contact Telephone Number
Reason for Temporary Certificate of Occupancy, Temporary Certificate of Completion or extension request:		

Office Use Only

Date	No. of Days: _____
Pending items:	
Approved:	Mariano Fernandez, P.E. Building Official/Director

ADA Information

To request this material in accessible format, sign language interpreters, information on access for persons with disabilities, and/or any accommodation to review any document or participate in any city-sponsored proceeding, please contact 305.604.2489 (voice), 305.673.7524 (fax) or 305.673.7218 (TTY) five (5) days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service).

City of Miami Beach Mission

We are committed to providing excellent public service and safety to all who live, work and play in our vibrant, tropical, historic community.

Form Name	TCO – TCC Request form
Form Purpose	This form is completed if the Permit Holder would like to request a Temporary Certificate of Occupancy, Temporary Certificate of Completion or an extension of a temporary certificate that is going to expire.
Related Forms	
Associated Fees	Fee Schedule section 14: http://www.miamibeachfl.gov/building/
Form Process	Completed form must be submitted to the Building Official's office.
For Assistance	Please contact: <ol style="list-style-type: none">1. In – person: Building Department, Miami Beach City Hall, 1700 Convention Center Drive, 2nd FL, Miami Beach, Florida 331392. Via Telephone: 305-673-7610 ext 68683. Via E-mail: beatrizdooley@miamibeachfl.gov or scarlettmolina-urrego@miamibeachfl.gov4. Online: www.miamibeachfl.gov

Building Department Mission

We are dedicated to serving the public by the efficient and effective supervision of construction, business, professional and personal activities to safeguard the public health, safety and general welfare of the City's residents and visitors by enforcing the Florida Building Code and the City Code of Ordinances.